

**DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES
BOARD MEETING AGENDA**

Location: ITS Board Room
ITS Office Building
3771 Eastwood Drive
Jackson, Mississippi 39211

Date: Thursday, November 21, 2013

Time: 11:00 A.M.

Agenda:

- Call to Order
- Introduction of Guests
- Agenda Item No. 1: Approval of October 17, 2013 minutes

Project for Preliminary Approval of Technology Plan and Procurement Approach, Exemptions, and Planned Purchase Requests are as follows:

- Agenda Item No. 2: Donna Hamilton and Chris Lofton, Director Revenue Cycle Management, will present an overview and request to issue RFP No. 3712-39973 for the acquisition of Small Balance Insurance Follow-Up Services for the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER (UMMC)**. The staffs of ITS and UMMC jointly request approval to advertise and publish RFP No. 3712-39973 for the acquisition of Small Balance Insurance Follow-Up Services for the UMMC.
- Agenda Item No. 3: Ben Garrett and Dr. Leeson Taylor, Superintendent, and Scotty Sautter, I.T. Supervisor will present the recommendation for Project Number 40831, submitted under the ITS Planned Purchases Procedure for Fiscal Year 2014 by the **GREENVILLE PUBLIC SCHOOL DISTRICT (GPSD)**. The staffs of ITS and the GPSD jointly recommend approval of the Planned Purchases Request to purchase Apple iPads, charging accessories, AppleCare protection plans and AppleCare support plans using the Apple EPL No. 3707A from Apple, Inc., at a cost not to exceed \$2,052,068.00 for Fiscal Year 2014.
- Agenda Item No. 4: Teresa Washington and Vicki Helfrich, Executive Officer, will present an overview and request to issue Letter of Configuration (LOC) Number 40580, based on General RFP No. 3708, for the acquisition of quality assurance and quality control consulting services for the **MISSISSIPPI WIRELESS COMMUNICATION COMMISSION (WCC)**. The staffs of ITS and the WCC jointly request approval to publish LOC No. 40580 for the acquisition of quality assurance and quality control consulting services for the continuation of the MSWIN implementation for the WCC.

- **Agenda Item No. 5:** Debra Spell, and Roger Graves, Chief Operating Officer, will present an overview and request to issue RFP No. 3723-40437 for the services of a Vendor to consolidate the State's multiple stand-alone e-mail environments into a single cloud-hosted enterprise e-mail offering, and to increase the amount of the protest bond for the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES (ITS)** on behalf of State of Mississippi agencies, institutions, and governmental entities. The staff of ITS requests approval to advertise and publish RFP No. 3723-40437 for the services of a Vendor to consolidate the State's multiple e-mail environments into a single cloud-hosted enterprise e-mail offering, and increase the protest bond amount to \$1,000,000.00 for ITS on behalf of State of Mississippi agencies, institutions, and governmental entities.

Projects for Approval of the Recommended Selection/Award are as follows:

- **Agenda Item No. 6:** Chris Grimmer, and J.D. Hardy, Interim Associate Director for Utilities, will present Project No. 40899, requesting approval for the sole-source acquisition of a radio system upgrade from Harris Corporation for **MISSISSIPPI STATE UNIVERSITY (MSU)**. The staffs of ITS and MSU jointly recommend Harris Corporation as the sole-source provider of a radio system upgrade, at a total 1-year lifecycle cost of \$1,477,564.00.
- **Agenda Item No. 7:** Chris Grimmer, Ray Barksdale, CIO, Ben Cohen, Systems Manager, and Mike Roberts, IS Administrative Manager, will present the recommendation for Project Number 40755 for the continuation of the Agreement with SAP Public Services, Inc. for consulting services for Financial Management System enhancements for the **MISSISSIPPI DEPARTMENT OF TRANSPORTATION (MDOT)**. The staffs of ITS and MDOT jointly recommend approval of the continuation of this Agreement with SAP Public Services, Inc. through December 31, 2014 in an amount not to exceed \$500,000.00 for consulting services. With this increase, the revised total not-to-exceed lifecycle cost of this project is \$960,000.00.
- **Agenda Item No. 8:** Jill Chastant and Jim Maher, Systems Manager I, will present the recommendation for RFP No. 3609-40955 for an increase to the Agreement with ViXio Technology, LLC for digital images to be converted and copied to KnowledgeTree for the **OFFICE OF STATE AID ROAD CONSTRUCTION (OSARC)**. The staffs of ITS and OSARC jointly recommend approval of the increase to the Agreement with ViXio Technology, LLC, through December 31, 2015, in an amount not to exceed \$280,000.00 for additional digital images to be converted and copied to KnowledgeTree. With this increase, the revised total not-to-exceed lifecycle cost of this project is \$1,108,755.00.

Other Items being presented are as follows:

- **Agenda Item No. 9:** *Acknowledgment of Information Technology Positions by Agency and Occupational Analysis Reports as of October 31, 2013.*
- **Agenda Item No. 10:** Report by Executive Director of Director Approval Summary of equipment, software and services, exemptions and sole sources procurements approved.

- **Agenda Item No. 11: Authorization of per diem, travel and other expenses for ITS Board members through June 30, 2014. The staff of ITS recommends a motion to authorize per diem, travel and other expenses as required for ITS Board members to attend the scheduled monthly meetings of the ITS Board through June 30, 2014, along with other meetings as required in the performance of their duties.**
- **Agenda Item No. 12: Verification of Quorum for next ITS Board Meeting scheduled for Thursday, December 19, 2013.**
- **Approval of Per Diem**
- **Adjournment**

Craig P. Orgeron 
Craig P. Orgeron, Ph.D.